

Military Discharge Records

As Clerk of the Court of Walton County, I am honored to be able to provide assistance and services to the men and women of this great country who have served in the nation's armed forces. One invaluable service this office provides veterans is the recordation and permanent preservation of military discharge records.

A veteran desiring to have his or her military discharge records permanently recorded should bring the records to the Office of the Clerk of Superior Court located on the third floor of the government building at 303 South Hammond Drive.

There is no filing fee for this service, nor is there a fee for obtaining copies, certified or otherwise. However, to protect military discharge records against fraudulent misuse, strict enforcement of Georgia laws are followed concerning who may view and receive copies of discharge records. The following is a synopsis of the law governing the confidentiality of these records.

Georgia Laws, Code Section 15-6-72:

“(c)(1) Any DD-214 record filed pursuant to this Code section shall for a period of 50 years following its filing be exempt from Chapter 18 of Title 50, relating to open records. During that 50 year period, it shall be unlawful for any person to permit inspection of any such record, to disclose information contained in any such record, or to issue a copy of all or any part of such record except as authorized by this subsection of by order of a court of competent jurisdiction.”

(2) Upon presentation of proper identification, any of the following persons may examine a record filed pursuant to this Code section or obtain free of charge a copy or certified copy of all or part of such record:

- (A) The person who is the subject of the record;
- (B) The spouse or next of kin of the person who is the subject of the record;
- (C) A person named in an appropriate power of attorney executed by the person who is the subject of the record;
- (D) The administrator, executor, guardian, or legal representative of the person who is the subject of the record; or
- (E) An attorney for any person specified in subparagraphs (A) through (D) of this paragraph.

(3) Records kept pursuant to this Code section shall not be reproduced or used in whole or in part for any commercial or speculative purposes.

(4) Any individual, agency, or court which obtains information pursuant to this subsection shall not disseminate or disclose such information or any part thereof except as authorized in this subsection or otherwise by law.

(5) Violation of this subsection shall constitute a misdemeanor and shall be punished by a fine not to exceed \$5,000.00; provided, however, that the Clerk of the Superior Court shall not be liable and shall be held harmless for any act of any person who copies, reproduces, or uses records in violation of this subsection.

Thank you for your cooperation in this matter.

Sincerely,
Kathy K. Trost, Clerk
Walton County Superior Court

AFFIDAVIT TO VIEW OR COPY MILITARY DISCHARGE RECORDS

(A)

Identifying Information of Person Desiring to View or Copy Records

Name: _____

Address: _____

City & State: _____

Zip Code: _____

*Driver's License/Social Security Number: _____

(B)

Identifying Information of Person Whose Military
Discharge Records are on File in Clerk's Office

Name: _____

Date of Birth: _____

Social Security Number: _____

Approximate Date of Discharge from Military Services: _____

I, the party named in Section (A) above, hereby certify to the Clerk of Walton Superior Court, that I am (place check mark beside appropriate statement):

- _____ The person who is the subject of the record
- _____ The spouse or next of kin of the person who is the subject of the record
- _____ A person named in an appropriate power of attorney executed by the person who is the subject of the record
- _____ The administrator, executor, guardian, or legal representative of the person who is the subject of the record; or
- _____ An attorney for any person specified in subparagraphs (A) through (D) of this paragraph.

I understand the following, as provided in O.C.G.A. Section 15-6-72 of the Official Code of Georgia Annotated:

- tt Records I obtain pursuant to this request shall not be reproduced or used in whole or in part for any commercial or speculative purposes.
- tt I am prohibited by law from disseminating or disclosing military discharge information or any part thereof except as authorized in O.C.G.A. Section 15-6-72 or as otherwise provided by law.
- tt Violation of this subsection shall constitute a misdemeanor and shall be punished by a fine not to exceed \$5,000.00.
- tt The clerk of the superior court shall not be liable and shall be held harmless should I copy, reproduce, or use records I view or receive copies of in violation of O.C.G.A. Section 15-6-72.

Under the penalty of law, I, the person named in Section (A) above, certify that the above and foregoing information is true and correct.

Signature of Person Making this Request

Sworn to and subscribed before me this
_____ day of _____,
_____.

Clerk, Deputy Clerk or Notary Public

*Required information that must be verified by Clerk, Deputy Clerk, or Clerk's staff